

**SECRET**

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**CONFIDENTIAL**

Chief, Planning Staff, OL

3 FEB 1964

Director of Logistics

Passenger Travel Services

1. You will review the services provided to Agency travelers by the Office of Special Activities, Central Processing Branch, and the Passenger Movement Branch of the Transportation Division with the aim of determining if personnel savings and improved services can be effected by the combination of those three elements.

2. A report will be submitted to me by 28 February 1964.



JAMES A. GARRISON

25X1

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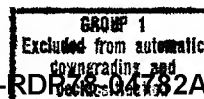
(31 Jan 64)



31 Jan 64

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0640

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

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FROM:

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Chief, Planning Staff, OL

TO: (Officer designation, room number, and building)

DATE

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COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

3.

Director of Logistics

1.

OL/EO

2 March 64

PJP

To 4 from 1:

Forwarded for your comments and return.

2.

DD/L

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OL/TD

5.

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PJP

OL/EO follow up date:

9 March 1964

6.

DD/L

3/12/64

PJP

7.

D/L

12 March 64

JH2

4 to 5: This Division concurs with the recommendations contained in the attached report. Due to possible future changes in travel policies and procedures within the Agency, it is proposed that no action be taken at this time, as a result of these recommendations.

8.

9.

10.

11.

12.

13.

14.

15.

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Held in file  
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FORM

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